

**EQUAL EMPLOYMENT OPPORTUNITY
BULLETIN BOARD
PROJECT REVIEW**

REVIEW DATE: _____

INSPECTED BY: _____

PROJECT NO.: _____

PROJECT LOCATION: _____

PROJECT ENGINEER: _____

CONTRACTOR: _____

A. Bulletin Board:

Y = Yes

N = No

- _____ Is bulletin board accessible to all employees on a 24 hour basis?
_____ Is the bulletin board located in an area where employees generally congregate?
_____ Is it maintained properly, all documents easy to read or unlocked?

B. Posters Required: (Federal Aid)

- _____ Form FHWA 1022 - Notice Poster.
_____ Form FHWA 1495 - Important Wage Rate Information
_____ Form FHWA 1495A - Importante informacion sobre esclavos De Salarios Proyecto (DEL SISTEMA) Federal
_____ Form EEOC-P/E-1 - English Equal Employment Opportunity is "The Law".
_____ Form EEOC-P/5-1 - La Igualdad De Oportunidades De Empleo Es La Ley
_____ Form WH 1321 - Notice to all Employees Working on Federal or Federally Financed Construction Projects
_____ Form WH 1088 - Your Rights - Federal Minimum Wage
_____ Form OSHA 3165 - Job Safety and Health Protection
_____ Form OSHA 3167 - Trabajo Seguro y Saludable
_____ Form WH 1420 - Your Rights under the Family and Medical Leave Act of 1993
_____ Form WH 1462 - Notice: Employee Polygraph Protection Act

C. Additional Notices Required: (Federal Aid)

- _____ Emergency phone numbers.
_____ Wage Rates (found in the Contract Proposal).
_____ Name, address and phone number of Company and Project E.E.O. Officers.
_____ Name, address and phone number of each subcontractor's E.E.O. Officer and E.E.O. Policy.
_____ FHWA 1273 - Contractor's Affirmative Action Plan - Notice showing Contractor's/Subcontractor's E.E.O. officer's and Telephone Numbers.
_____ Notice to encourage present employees to refer minority groups and female applicants.
_____ Contractor's/Subcontractor's Complaint Procedure (on Company letterhead).
_____ Each Subcontractor's Complaint Procedure.

D. State Projects need only the following Posters:

- _____ State of Utah - Utah State and Federal Laws.

COMMENTS: _____

PROJECT E.E.O. OFFICER _____

REGION _____ CONTRACT SPECIALIST _____